

Please Return Registration Form to:

California Attorney General's Office
Attn: Nathan Frye, Conference Services Unit
1300 I Street, Suite 1260
Sacramento, CA 95814

or via fax:

California Attorney General's Office
Attn: Nathan Frye, Conference Services Unit
(916)322-4780

*Right From the Start -
Registration,
Accounting and Tax
Issues for Not-for-
Profit Organizations*

*Wednesday,
June 9, 2004*

8:00 AM - 12:30 PM

*(Please be advised that registration will
start promptly at 8:00 a.m.)*

Location:

*CAL EPA Building
1001 I Street
Sacramento, CA*

Questions may be directed to:

Conference Services Unit
Attorney General's Office -(916)445-9908

California
Attorney General
BILL LOCKYER



and

The Internal Revenue Service



Cordially Invite You to Attend
A CHARITIES WORKSHOP

Wednesday, June 9, 2004

Dear Board Member:

I am pleased to invite you to attend a Charities Workshop - "Right From the Start - Registration, Accounting and Tax Issues for Not-for-Profit Organizations" - which will address registration and reporting responsibilities, legal and management issues and the process of applying for exempt status from the Internal Revenue Service.

The workshop is presented jointly by the California Attorney General's Office and the Internal Revenue Service and will be held from 8:45 a.m. to 12:30 p.m. on Wednesday, June 9 (registration is from 8 - 8:45 a.m.) at:

CAL EPA Building
1001 I Street
Sacramento, CA

The Attorney General is responsible for overseeing the activities of not-for-profit organizations to ensure that they carry out their responsibilities effectively and within the parameters of California State law. I am deeply committed to assisting such organizations as they carry out their important programs in this state, including education, food and shelter for the needy, medical assistance to the sick, child care, cultural activities, assistance in developing our communities, and countless other services.

The workshop is part of an educational program designed to assist not-for-profit organizations in California so they may fulfill their missions effectively while complying with the legal mandates of this State.

Featured speakers include representatives of the Charitable Trusts Section of my office and the Internal Revenue Service.

The program should be interesting and informative. I look forward to seeing you there.

AGENDA

8:00 - 8:45 Registration (with coffee)

8:45 - 9:00 - Welcoming Address

9:00 - 10:00 - *What you need to know to comply with California's Registration, Reporting and Disclosure Laws.*

BELINDA JOHNS - Supervising Deputy Attorney General, Charitable Trusts Section

10:00 - 11:00 - *The ABC's of 501(c)(3) Status - Advice from the IRS*

RICHEL HEIDENREICH, Internal Revenue Service
DAWN GOLDBERG, Internal Revenue Service

11:00 - 11:15 - Break

11:15 - 12:15 - *Applying for 501(c)(3) Status - A Workshop for Organizations Seeking Tax Exemption from the Internal Revenue Service*

RICHEL HEIDENREICH, Internal Revenue Service
DAWN GOLDBERG, Internal Revenue Service

12:15 - 12:30 - Closing Remarks

☐ I will be attending the workshop on June 9. Enclosed is my check for \$15.00, payable to California Department of Justice, to cover the cost of the workshop.

NAME: _____

TITLE: _____

ORGANIZATION: _____

ADDRESS: _____
Street _____

City _____ State _____ Zip Code _____

PHONE NUMBER: _____
(Area Code) + Number (& extension)

FAX NUMBER: _____
(Area Code) + Number (& extension)

E-MAIL ADDRESS: _____
Please indicate if you need an additional accommodation: _____

____ Special Access

REGISTRATION DEADLINE:

May 21, 2004

SPACE IS LIMITED

[Refund deadline: June 1, 2004]

Sincerely,

Bill Lockyer